

**City of Stevens Point
Airport Commission
Monday, July 9, 2018
12:30 P.M.**

MINUTES

PRESENT : Paul Adamski, Mae Nachman, Carl Rasmussen, and Ray Schmidt.

ALSO PRESENT : Joel Lemke, Mary Klesmith, Rob Molski, Chris Lefebvre, Eric Southworth, and Jaime Zdroik

Excused Absence: Anna Haines

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I. ADMINISTRATION

1. Approval of minutes of the May 14, 2018 meeting.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the minutes of the May 14, 2018 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

2. Discussion and possible action on the establishment of cost/share on a Ground Communication Outlet (GCO).

Joel explained that the current VOR system that the pilots use to get clearance for departure has been de-commissioned and is slated for demolition this year. It has been determined that Stevens Point Municipal should establish a GCO to retain a direct link to ATC services. The cost to establish a GCO is estimated at \$15,000.00. Through discussion, two of our based corporate operators have agreed to split the cost of its establishment bringing our departments share to \$5000.00. The Airport would be responsible for the continued maintenance of the device.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve sharing the cost of establishing a Ground Communication Outlet (GCO) in the amount of \$5,000.00.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

3. Discussion and possible action on approval of department claims.

AIRPORT

Paul Adamski presented the statement of claims for the Airport for May. The balance as of May 1, 2018 was \$330,083.56. The bank deposits recorded in May 2018 were \$44,185.23. Checks issued in May 2018 numbered 1827 through 1841 were in the amount of \$65,485.75. The net balance on hand May 31, 2018 was \$308,783.04.

Paul Adamski presented the statement of claims for the Airport for June. The balance as of June 1, 2018 was \$316,230.36. The bank deposits recorded in June 2018 were \$34,215.11. Checks issued in June 2018 numbered 1842 through 1853 were in the amount of \$24,975.71. The net balance on hand June 30, 2018 was \$325,469.76.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the department claims for the months of May and June 2018 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

4. **Written report provided .**

The monthly reports for May and June were reviewed by the Commission.

5. **Verbal report .**

Nothing reported.

The next Airport Commission meeting will be on Monday, August 13, 2018 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

1:24pm

AIRPORT COMMISSION



CARL RASMUSSEN, SECRETARY